

DDA SUBJECT FILE COPY

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Human Resources Seminar to be held 13 - 15 May 1986

FROM:

Robert W. Magee  
Director of Personnel

EXTENSION

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TO: (Officer designation, room number, and building)

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1. Deputy Director  
for Administration

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May 6, 1986

MEMORANDUM FOR: Deputy Director for Administration

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FROM: Robert W. Magee  
Director of Personnel

SUBJECT: Human Resources Seminar to be held 13 - 15 May 1986

1. Thanks to your commitment and cooperation, there will be a Human Resources Seminar held 13 - 15 May 1986 to hear experts discuss current and future issues in human resource management. We will meet at [redacted] on 13 and 14 May and [redacted] on 15 May.

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2. The Seminar is one of the information gathering mechanisms for the Human Resources Task Force, which is examining the Agency's human resource management system relative to our mission needs.

3. We hope that you will be able to attend at least part, if not all, of the Seminar. We have some interesting topics to consider. An agenda is attached. If you would like any additional information, please feel free to contact [redacted] Deputy Director of Personnel for Policy, Analysis, & Evaluation on [redacted]

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/ (Robert W. Magee

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ATTACHMENT:  
As Stated

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